

Maine Township Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:

<http://mainetown.com/board-meetings/>

Indexed agenda at:

https://mainetown.com/wp-content/uploads/2019/11/agenda_19-11-26.pdf

Board Members Present: Supervisor Morask, Trustees Jones, Carrabotta, McKenzie and Sweeney, Clerk Gialamas

Other in attendance: Dayna Berman, Keri-Lyn Krafthefer, Chris Scalet, Doriene Prorak, Richard Lyon, Diane Carrabotta, Donna Adam and Wiesia Tytko.

Supervisor Morask called the meeting to order at 7:30 p.m., Clerk Gialamas led the Pledge of Allegiance and called the roll.

Agenda Item: Approval of Minutes of October 22, 2019 Bill Pay Review

Trustee Sweeney Motion to waive the reading and approve the minutes of the October 26, 2019 Bill Pay Review.

Trustee Carrabotta Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of October 22, 2019 Board Meeting

Trustee Jones Motion to waive the reading and approve the minutes of the October 22, 2019 Board Meeting.

Trustee McKenzie Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of October 29, 2019 Agency Funding Special Meeting

Trustee Carrabotta Motion to waive the reading and approve the minutes of the October 29, 2019 Agency Funding Special Meeting.

Trustee Sweeney Second.

Motion on a roll call vote as follows:

Supervisor Morask Abstain

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Minutes of November 4, 2019 Agency Funding Special Meeting

Trustee Jones Motion to waive the reading and approve the minutes of the November 4, 2019 Agency Funding Special Meeting.

Trustee McKenzie Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of General Assistance Expenditures

Payrolls dated November 1, 2019 and November 15, 2019 and General Assistance checks #52305 through check #52369 in the amount of \$44,560.21.

Trustee Sweeney Motion to approve.

Trustee Carrabotta Second

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of Road District Expenditures

Payrolls dated November 1, 2019 and November 15, 2019 and Road District checks #21108 through check #21147 in the amount of \$93,565.48.

Supervisor Jones Motion to approve.

Trustee McKenzie Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Approval of General Town Fund Expenditures

Payrolls dated November 1, 2019 and November 15, 2019 and General Town Fund checks #57259 through check #57337 in the amount of \$294,182.36.

Trustee Carrabotta Motion to approve.

Trustee McKenzie Second.

Trustee Carrabotta stated that in regards to the bill from Ancel Glink P.C., he reviewed the contract that shows an hourly rate of \$200.00. Trustee Carrabotta noted that said bill shows more than \$200.00 per hour and he wants to be sure that the amount to be paid is correct.

Supervisor Morask stated that the Board was informed by an email that Ancel Glink P.C. got 2% increase and their hourly rate is \$205.00.

Trustee Carrabotta and Sweeney pointed out that said increase was never voted on.

Discussion.

See video at 5:10.

Trustee Carrabotta Motion to approve the November General Town Fund Expenditures subject to include on the December meeting agenda: "Voting on 2% increase in the hourly rate for Ancel Glink P.C. in the oral motion with the retroactive payment to the date".

Trustee McKenzie Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Public Participation

Donna Adam, Des Plaines resident spoke and commented on the Tax Levy discussion from the November 19th Special Board Meeting.

See video at 15:14.

Agenda Item: Old Business, Discussion and Vote on Anticipated Needs for Monthly Service of Barton Marketing Group as recommended in Administrator's Editorial Calendar Report

Supervisor Morask stated that at the last meeting the Board decided approving Barton Marketing Group's Editorial Calendar quarterly which will begin from January 2020.

Supervisor Morask asked for approval of Administrator Berman's report on Barton Marketing Group Editorial Calendar for December.

Administrator Berman gave explanations on some projects that were included in the calendar for publishing.

Supervisor Morask asked adding 0.5 hours for helping to write Trustee's Column that was not included in Administrator Berman's report.

See video at 19:53.

Trustee Carrabotta Motion to approve Administrator Berman's recommendations for Barton Marketing Group's December proposed press releases and time frames with additional 0.5 hour to the Trustee Column with the total amount of 6.5 hours.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Personnel

Supervisor Morask stated that after a few interviews we are still seeking for a part-time intern for an Office Assistant.

Agenda Item: New Business, Recreational Marijuana Impact on Townships/Policy Addendum to PPM

Supervisor Morask stated that the Policy Addendum on Recreational Marijuana to the Personal Policy Manual will be voted on December 26th Board Meeting. Supervisor Morask stated that Attorney McCabe from Ancel, Glink P.C. who wrote the Maine Township Personal Policy Manual included the proposed content on Recreational Marijuana in the Board distribution and she opened this subject to discussion.

Discussion.

See video at 26:18.

After discussion, Supervisor Morask requested that before the December 26th Board meeting the Board would present their suggestions and questions regarding this matter to Attorney McCabe.

Agenda Item: New Business, Discussion of 2019 Tax Levy Ordinances

Supervisor Morask stated that on November 19th, the Board approved the Estimated Tax Levies for Road District and General Towns Fund & General Assistance. She added that the discussion is open on approving the 2019 Tax Levies.

Discussion on understanding Tax Levy and on Accountant Chris Scalet's levy spreadsheet.
See video at 37:52.

Supervisor Morask Motion to adopt the Tax Levy Ordinance 2019-RB-2 for the Maine Township Road District Fund with the total amount of \$2,605,553.00.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Supervisor Morask proposed adopting the General Town Fund and General Assistance Tax Levy with 1.9% increase.

Supervisor Morask Motion to adopt the Tax Levy Ordinance 2019-5 for the Maine Township Town Fund and General Assistance with the total amount of \$5,146,712.00.

Trustee Jones Second.

Discussion and comments.
See video at 52:36.

After discussion Supervisor Morask withdrew her motion.

Trustee McKenzie Motion to table adopting the Ordinance 2021-5 to the December 26th Board meeting.

Supervisor Morask Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Discussion and comments on Maine Township reserves and more discussion regarding Tax Levy regulations.

See video at 1:51:22.

Agenda Item: Officials' Reports

Trustee Carrabotta stated that he attended the TOI Conference in Springfield and was happy to announce that Anne Camerano, MaineStay's Youth Program Coordinator won the Staff of the Year Award from the 2019 AITCOY organization. Ms. Camerano gave a wonderful speech and Trustee Carrabotta congratulated her on this win.

Trustee Carrabotta stated that Richard Lyon, MaineStay's Director also attended the TOI Conference and did a great job manning the AITCOY organization booth. He added that Mr. Lyon is a Treasure for AITCOY organization. Trustee Carrabotta thanked both for representing Maine Township at the TOI Conference.

Rest of the Board waived their reports.

Agenda Item: Administrator's Report
None.

Agenda Item: Closed Session, Approval of Closed Session Minutes ILCS5-120 (c)(1)

Supervisor Morask Motion to go to the Closed Session for the sole purpose to review the Closed Session Minutes of May 28, 2019.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

The Board re-convened in Open Session at 9:52 p.m.

Supervisor Morask Motion to re-convene in Open Session.

Trustee Jones Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Trustee Jones Motion to approve and release the Closed Session Minutes of May 28, 2019.

Trustee Carrabotta Second.

Motion on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: Adjournment

Supervisor Morask Motion to adjourn.

Trustee McKenzie Second.

All in favor.

Motion carried on a voice vote.

The meeting was adjourned at 9:53 p.m.

Maine Township Clerk

Compiled Levy information submitted by Trustee Susan Sweeney 11/26/19 from data provided on website and Dayna and Chris Scarlet.

GA Fund Balance 10/31/19- \$2,180,917

Budget funds remaining - \$ 189,034

3/1/20 Fund balance - \$1,991,882

3/1/20 Over 300% of last years budget of \$604,022 will be available, nearly 3 years of funding

Proposed Levy on file- \$827,289

TF Fund Balance 10/31/19- \$8,774,799

Budget funds remaining- \$1,948,411

3/1/20 Fund balance- \$6,826,388

3/1/20 \$2,212,538 over last years budget of \$4,613,801left, nearly 1.5 years of funding

Proposed Levy- \$4,218,998

If 30% reduction \$3,229,660

If 20% reduction \$3,691,040

Road fund-

Amount distributed in 2018 is 73% of Levy:

Levy approved- \$2,555,751

Received \$1,859,930

Amount distributed in 2017 is 76% of Levy:

Levy approved-\$2,498,415

Received- \$1,917,905

Why?

Per excessive fund statute:

(60 ILCS 1/85-65 new)

Sec. 85-65. Accumulation of funds. Township funds, excluding the township's capital fund, shall not exceed an amount equal to or greater than 2.5 times the annual average expenditure of the previous 3 fiscal years.

Township General Assistance budget annual expenditure:

2018-\$820,553

2017-\$853,926

2016-\$881,556

Total spend on GA the last 3 fiscal years was \$2,556,035, per year average is \$852,029. \$852,01 x 2.5 years per statue is \$2,130,029. This is the amount we can not exceed in the fund balance.

Our fund balance in GA as of 10/31/19 was \$2,180,917.

As a note: If we factor or deduct net pension liability, or the lower GA budget of \$604,022, we would even have a lower threshold to meet.